

COMMITTEE ON HUMAN RESOURCES/INSURANCE

July 15, 2002

5:30 PM

Chairman Lopez called the meeting to order.

The Clerk called the roll.

Present: Aldermen Lopez, Sysyn, Pinard, Shea, DeVries

Messrs.: V. Lamberton, H. Ntapalis

On motion of Alderman Shea, duly seconded by Alderman Sysyn, it was voted to enter into non-public session to meet with legal counsel pursuant to RSA 91-A:2, I(c) relative to a pending insurance claim.

On motion of Alderman Sysyn, duly seconded by Alderman DeVries, it was voted to re-enter public session.

While in non-public session, the Committee voted to increase the insurance settlement authority of the Risk Manager.

Chairman Lopez stated that the HR Director has asked that Item 5 be withdrawn at this time.

Communication from Virginia Lamberton, HR Director, recommending a proposed revision to Ordinance 33.011 (Retired Employees; Policy on Rehiring).

Chairman Lopez addressed Item 6 of the agenda:

Communication from Virginia Lamberton, HR Director, recommending a proposed revision to Ordinance 33.046(F) (Entrance Pay Rates).

On motion of Alderman Shea, duly seconded by Alderman Pinard, it was voted to approve the proposed revision to the Ordinance and refer it to the Committee on Bills on Second Reading for technical review.

Chairman Lopez addressed Item 7 of the agenda:

Communication from Virginia Lamberton, HR Director, recommending a proposed revision to Ordinance 33.063 (Temporary and Seasonal Employees).

Alderman Shea moved to approve the proposed revision to the Ordinance and refer it to the Committee on Bills on Second Reading for technical review. Alderman Sysyn duly seconded the motion.

Alderman Sysyn asked what does this revision do.

Ms. Lamberton replied actually currently you could have somebody come and work for the summer for say 10 or 12 weeks, leave, come back the next year and get a step increase and that doesn't seem very wise. What I am saying is they would have to work the equivalent number of hours as a full-time employee to progress in steps.

Chairman Lopez called for a vote. There being none opposed, the motion carried.

Chairman Lopez addressed Item 8 of the agenda:

Communication from Virginia Lamberton, HR Director, recommending a remedial revision to Ordinance 33.081 (4) (Sick Leave).

Alderman DeVries moved to approve the proposed revision to the Ordinance and refer it to the Committee on Bills on Second Reading for technical review. Alderman Sysyn duly seconded the motion for discussion.

Ms. Lamberton stated apparently in 1990 the Board of Mayor and Aldermen passed a proposed language revision that nobody followed up with to correct the ordinance to reflect what is reality and in fact this is exactly what has been going on for the last 10 years but the ordinance doesn't reflect that. Now the ordinance will reflect that and clarify that this is the way it is.

Alderman DeVries asked and this would apply to whom.

Ms. Lamberton answered non-affiliated employees. Affiliated employees have provisions for pay out and so forth. This is a housekeeping measure.

Chairman Lopez called for a vote on the motion. There being none opposed, the motion carried.

Chairman Lopez addressed Item 9 of the agenda:

Communication from Virginia Lamberton, HR Director, advising that she has reviewed the Youth Services Director position and is recommending that the class specification and grade be changed from a 26 to 23 and has attached such revisions.

Chairman Lopez asked Ms. Lamberton to update the Committee in reference to the alcohol.

Ms. Lamberton stated I actually removed it completely. After some discussion with different Aldermen, we thought that a nice compromise would be to say when we are recruiting that it simply state preferred rather than required because the job does not require it which is the most important issue and secondarily you have a very small market of people out there that have that certification. So, we may be shooting ourselves in the foot by requiring it and, in fact, let's just say that the current acting director became the director and a few days later she quit. It is going to take us two or three months to get that language out of there so I would recommend that you put in preferred.

Alderman Pinard moved to approve the proposed revision to the Ordinance and refer it to the Committee on Bills on Second Reading for technical review. Alderman Shea duly seconded the motion.

Chairman Lopez stated also in the packet I want to put out that there were questions that I did ask the acting director and she answered them and everything is in the packet.

Alderman DeVries asked what is the current status of the position. Are we staying with the acting director?

Chairman Lopez replied in reading the minutes from the Board meeting, Alderman Gatsas and Alderman Wihby brought up the fact that if this change goes from a labor grade 26 to a labor grade 23 that whatever the decision is she will be given the labor grade 26 pay until such time as the Mayor has brought in a director at the grade that the Board of Mayor and Aldermen have approved.

Alderman Sysyn asked and if she gets the job as the director she goes to a labor grade 23.

Chairman Lopez answered yes.

Alderman DeVries asked if she was removed as the acting director and stepped down, how would that work.

Ms. Lamberton answered the agenda item is to amend the current language. In the ordinance now when an employee takes a voluntary demotion as you know it is really not right. What happens is if they are like say in Laurel's case she is a 26, step 2 say and this would be a voluntary demotion and she would go to the lower grade regardless of her years of service at a step 2, which is a phenomenal financial impact. What the proposed ordinance says is that you consider her years of service and you would demote her backwards basically by steps as long as the person getting the demotion doesn't make more than they were getting at the higher labor grade. Does that make sense?

Alderman DeVries replied yes. I saw that in the agenda package. I would like to ask Ms. Buccino, since she is here, if she has anything to say.

Ms. Buccino stated I answered a few questions and stated my objections so to speak and I think I have said all I can say. If anyone has any questions, I would be happy to answer them.

Alderman DeVries stated I note from your letter that you do have an individual in training for the LADC (Licensed Alcohol and Drug Counselor).

Ms. Buccino replied not exactly.

Ms. Lamberton stated there is a LADC in the office now.

Alderman Shea asked in the event that someone in her situation were to go from a labor grade 26 to a 23 how would that impact the other members of the department. In other words if there is someone there now that is at a certain level because she is being moved down what impact does that have on someone else? In other words if there is this much of a difference now between a 26 and a whatever else and he or she goes from a 26 to a 23, that doesn't impact anyone here, which narrows the gap to where he or she might be?

Ms. Lamberton replied when you are evaluating and analyzing jobs you are looking at that but you have to analyze each job independent of the others. Those other positions are properly graded at this time. There wouldn't be any impact on the other positions.

Alderman Shea responded what I am saying is when the director was given a labor grade 26 was there any consideration for others to be given a labor grade 20 or 21 or something.

Ms. Lamberton replied not at this time.

Alderman Shea asked not at this time but previously.

Ms. Lamberton answered not to my knowledge. Are you talking about the rippling effect?

Alderman Shea replied either way.

Ms. Lamberton stated that could always happen. When you put people in a temporary promotion that could happen. I wouldn't think in this size department that would happen but say in the Police or Fire Department it could happen.

Chairman Lopez called for a vote on the motion. There being none opposed, the motion carried.

Chairman Lopez asked, Ginny, since we only meet once a month should we bring that forward tomorrow night because it has to go to Bills on Second Reading.

Clerk Bernier stated I can speak to Alderman Wihby and see if we can get these submitted under new business.

Chairman Lopez addressed Item 10 of the agenda:

New Hire/Termination Reports submitted by the HR Director for informational purposes only.

On motion of Alderman Shea, duly seconded by Alderman DeVries, it was voted to receive and file the reports.

NEW BUSINESS

Ms. Lamberton stated I think you all should have received an invitation to the meeting with the Harrington Group. I sent it to all of the Board members. They are coming in on July 29 and I am just following the directive that the full Board had given me to evaluate this with you and anybody else who is interested in whether or not to go with Harrington or a similar type of organization. That is what we are going to do. Jack Sherry is developing a list of business questions and the representatives from Harrington who are coming from all over the country will be coming in. They will get the questions ahead of time so that they will be prepared to give us good answers and we will just take it step by step and see what we find out. All of the unions have been invited and the non-affiliated employees

have been invited. It is going to be held at the Airport. I know it is a difficult time of year to have meetings but I am on some tight timeframes here because if we decide that is what we want to do, I have to put it out to bid.

Alderman DeVries stated I had heard some discussion about the EAP being available under Harrington.

Ms. Lamberton replied no that was under the Health Trust. If we had contracted with Health Trust instead of Anthem for this next year they would have provided EAP as well as drug and alcohol testing.

There being no further business, on motion of Alderman Pinard, duly seconded by Alderman Shea, it was voted to adjourn.

A True Record. Attest.

Clerk of Committee